

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (SUMMARY)

Project Information:

Lead Agency:	Fresno County Rural Transit Agency (FCRTA)
Project Name:	Electric Transit Vehicles
Project Type: <i>See Attachment A</i>	Ai: Purchase, operate and maintain zero-emission or hybrid vehicles and equipment
Description of Project (Short):	Acquisition of four (4) Zenith Zero Emission Electric Vans for use in existing Demand Response service in rural unincorporated areas of Fresno County.
Project Location:	Fresno County
Project Start Date (anticipated):	10/1/2016
Project End Date (anticipated):	10/1/2018

Funding Information:

Funding Year:	15/16
Requested Amount of PUC 99313:	\$232,834
Requested Amount of PUC 99314:	\$0
Total LCTOP Funding:	\$232,834
Total Project Cost:	\$232,834

Project Benefits:

Greenhouse Gas Benefits (off of worksheet)

Estimated GHG Reduction:	559.27 MTC02e
Project Life:	3 Years
Estimated Total GHG Reduction:	0.0024 (Total GHG Emission Reductions/Total GGRF Funds Requested)

Disadvantaged Communities (DAC) Benefits:

Does your service area have a DAC?	Yes
Does the Project Benefit a DAC?	Yes
Identify the DAC Census Tracts?	6019007802, 6019007700, 6019007500, 6019007600, 6019001800, 6019007902, 6019007801, 6019008401, 6019008402, 6019008301, 6019003900, 6019008200, 6019008302, 6019004100, 6019001900, 6019007300, 6019001700, 6019007100, 6019007201, 6019007004, 6019008501, 6019006802, 6019006700, 6019006602, 6019006300, 6019006403, 6019006404, 6019006402, 6019006405, 6019006502, 6019006900, 6019006201, 6019006100, 6019006000, 6019006202, 6019005906, 6019005905, 6019005904, 6019001600, 6019001500, 6019005912, 6019005515, 6019005503
Identify Specific DAC Benefit Criteria? <i>See Attachment B</i>	LCTP 1D: Project provides greater mobility and increased access to clean transportation for disadvantaged community residents by placing services in a disadvantaged community, including ride-sharing, car-sharing, or other advanced technology mobility options.
Qualitative Description of DAC Benefit?	Access to clean transportation in grant project DACs resulting in improved health benefits for the residents of grant project DACs.
Describe the DAC Need Project Addresses?	All DAC addresses/areas are rural type, dominated by farm land and open space with few residences and/or urban features included.
Total GGRF \$ Allocated to DAC	\$232,834

Co-benefit

Critical Air Pollution Reduction:	MTCO ₂ e
VMT Reduction:	16,110 per year per vehicle (64,440 for 4 vehicles being replaced)
Ridership Increase	Probably negligible but could slightly increase by less than 5%
Fuel Use Reduction:	300 gallons gas per vehicle per year (1,200 gallons for 4 vehicles being replaced)
Energy Use Reduction:	N/A, this grant project is not a facilities project.

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (ALLOCATION)

Regional Entity: Fresno County Rural Transit Agency	
Project Lead: Fresno County Rural Transit Agency (FCRTA)	County: Fresno
Project Title: Electric Transit Vehicles	

Project Lead:

I certify the scope, cost, schedule, and benefits as identified in the attached Allocation Request (Request) and attachments are true and accurate and demonstrate a fully funded operable project. I understand the Request is subject to any additional restrictions, limitations or conditions that may be enacted by the State Legislature, including the State's budgetary process and/or auction receipts. In the event the project cannot be completed as originally scoped, scheduled and estimated, or the project is terminated prior to completion, project lead shall, at its own expense, ensure that the project is in a safe and operable condition for the public. I understand this project will be monitored by the California Department of Transportation - Division of Rail and Mass Transportation.

Name: Moses Stites

Signature:



Title: General Manager

Agency: Fresno County Rural Transit Agency (FCRTA)

Date: 1/19/2016

Amount: \$232,834

Contributing Sponsor(s):

*If this project includes funding from more than one project sponsor, the project lead above becomes the "recipient agency" and the additional contributing project sponsor(s) must also sign and state the amount and type of LCTOP funds (PUC Sections 99313 and 99314) contribution. Sign below or **attach a separate officially signed letter providing that information. If there is more than one contributing sponsor, please submit additional page, or a letter from the additional contributors.**

Name: None

Signature:

Title:

Agency:

Date:

Amount:

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (FUNDING)

	<i>LCTOP Allocation</i>	<i>15/16</i>	<i>16/17</i>	<i>17/18</i>
Request Amount per PUC 99313:		\$232,834	\$0	\$0
Request Amount per PUC 99314:		\$0	\$0	\$0
Total Project Allocation Request:		\$232,834	\$0	\$0
Project Title:	Electric Transit Vehicles			
Project Location/Address:	Countywide, Fresno County			

Table 1: Project Lead Information

	Legislative District Numbers	
Agency Name: Fresno County Rural Transit Agency (FC	Assembly:	23, 31
Contact Person: Moses Stites	Senate:	8, 12, 14
Contact Phone #: (559) 233-6789 ext.244	Congressional:	4, 16, 21, 22
Email Address: mstites@fresnocog.org	Amount:	PUC Funds Type:
Address: 2035 Tulare Street, Suite 201	\$ 232,834	PUC 99313
Fresno, CA 93721	\$	

Table 2: Contributing Sponsor Information

Name: None	Amount :	PUC Fund Type:
Contact:	\$	
Contact Phone #:	\$	
Email Address:		
Address:		
Other Contributing Sponsors: (Attach sheet with contact information)	Amount:	PUC Fund Type:
Name: None	\$	
Name:	\$	
Name:	\$	
TOTAL \$232,834		

(*Contributing project sponsors provide signed letters of verification as to amount and eligibility or sign cover page)

Low Carbon Transit Operations Program (LCTOP)
PROJECT DESCRIPTION AND ALLOCATION REQUEST (PROJECT)

Table 3: Type of Project

See Attachment A for category of project (example: Category 1A Implement new or expanded transit service (for new routes or expansion of existing routes)).

Operations Projects				Capital Projects			
<input type="checkbox"/>	A1	<input checked="" type="checkbox"/>	Ai	<input type="checkbox"/>	B1	<input type="checkbox"/>	Bi
<input type="checkbox"/>	A2	<input type="checkbox"/>	Aii	<input type="checkbox"/>	B2	<input type="checkbox"/>	Bii
<input type="checkbox"/>	A3	<input type="checkbox"/>	Aiii	<input type="checkbox"/>	B3	<input type="checkbox"/>	Bii
<input type="checkbox"/>	A4	<input type="checkbox"/>	Aiv	<input type="checkbox"/>	B4		
<input type="checkbox"/>	A5						

Table 4: Project Summary

a) Project Description - Describe the project in your own words, using comprehensive overall project description regarding improvements to be made, increased level of service and performance goals.

FCRTA will acquire four (4) Zenith Zero Emission Electric Vans for use in existing Demand Response service in rural unincorporated areas of Fresno County. FCRTA is requesting LCTOP grant funds for only the acquisition of these vehicles and not for the operating of these vehicles. The proposed Zenith Electric Vans will replace four (4) gasoline powered Mini-vans in the FCRTA vehicle fleet. The proposed new Zero Emission vehicles will be placed into service in FRTA's existing "Rural Transit" service which provides Demand Response service throughout Fresno County's unincorporated rural areas. All of the Census Tracts for the FCRTA Rural Transit service area are in Disadvantaged Communities (DAC). This grant project will help upgrade the FCRTA Zero-Emission vehicle fleet by eliminating four gasoline powered Mini-vans and adding the four proposed new Zero Emission vehicles. This vehicle upgrade should result in a substantial reduction of FCRTA vehicle greenhouse gas (GHG) emissions and help address the poor air quality prevalent in Fresno County.

b) Project Location - Describe the location of the project. Also provide an 8 1/2" X 11" project site map that shows the transit service area and project location. Use link to CalEPA website for information, <http://www.calepa.ca.gov/EnvJustice/GHGInvest/default.htm>.

This grant project will be located in Fresno County. All of the proposed vehicles to be acquired will be operated throughout all of the rural and unincorporated areas of Fresno County. A map showing FCRTA service area is provided as an attachment to the LCTOP Allocation Request documentation.

c) Project Life - For capital projects, state the Useful Life of the Project. For operations project state the number of months service will operate.

Capital: Useful Life Electric Van-7 Years

Operations: N/A

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (BENEFITS/OUTCOMES)

Table 5: Description of Major Benefits/Outcomes

a) Greenhouse Gas Reduction - Describe how this project will reduce greenhouse gases and any assumptions or data that support this description. For example, "The expanded transit service will reduce VMT and greenhouse gas emissions by replacing auto trips with transit trips. Initial estimates indicate that the expansion could add 50 commuter bus riders per day to replace an average auto trip of 10 miles each way." If available, please provide the expected amount of VMT reductions and greenhouse gas reductions.

This project will reduce GHG through the removal of four GHG emissions producing vehicles (gasoline engines) being replaced by four Zero Emission Electrical Vehicles.

b) Increased Mode Share - Describe how this project will directly increase mode share.

This project will increase from 0% to 5% the share of Zero Emissions vehicles of the total vehicles in the FCRTA vehicle fleet.

c) Disadvantaged Communities (DAC) Project Criteria

See Attachment B for DAC Criteria to Evaluate Projects (example: Category 1B Project provides transit incentives to residents with a physical address in a disadvantage community (e.g., vouchers, reduced fares, transit passes).

Low Carbon Transportation Projects				Transit Projects			
<input type="checkbox"/>	1A	<input type="checkbox"/>	2A	<input type="checkbox"/>	1A	<input type="checkbox"/>	2E
<input type="checkbox"/>	1B	<input type="checkbox"/>	2B	<input type="checkbox"/>	1B	<input type="checkbox"/>	2F
<input type="checkbox"/>	1C	<input type="checkbox"/>	2C	<input type="checkbox"/>	1C	<input type="checkbox"/>	2G
<input checked="" type="checkbox"/>	1D			<input type="checkbox"/>	1D	<input type="checkbox"/>	2H
				<input type="checkbox"/>	1E	<input type="checkbox"/>	2I
				<input type="checkbox"/>	1F	<input type="checkbox"/>	
						<input type="checkbox"/>	
						<input type="checkbox"/>	
						<input type="checkbox"/>	
						<input type="checkbox"/>	

d) Disadvantaged Communities (DAC) (if applicable*) - Describe how this project will directly benefit the DAC(s) within your service area in your own words. For agencies whose service area includes disadvantaged communities, at least 50 percent of the total moneys received shall be expended on projects that will benefit disadvantaged communities.

All (100%) of the LCTOP grant funds expended for this grant project will benefit DACs. DACs will benefit directly in this grant project by having all riders (who live in a DAC) of the FCRTA Rural Transit service (which operates only in DACs) use the new Electric Vehicles that will be used exclusively on this Rural Transit service.

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (BENEFITS/OUTCOMES)

Table 5: Description of Major Benefits/Outcomes

e) Co-Benefits - Check all additional Benefits/Outcomes.

<input type="checkbox"/>	Improved Safety	<input type="checkbox"/>	Coordination with Educational Institutions
<input checked="" type="checkbox"/>	Improved Public Health	<input type="checkbox"/>	College/University
<input checked="" type="checkbox"/>	Reduced Operating/Maintenance Cost	<input type="checkbox"/>	Promotes Active Transportation (walking, biking)
<input checked="" type="checkbox"/>	Increase System Reliability	<input type="checkbox"/>	Promotes integration with other modes of transportation
<input type="checkbox"/>	Other Benefits (describe below)		

f) Co-Benefits - Describe benefits indicated above in d) and any other benefits not listed.

Improved Public Health--The replacement of gasoline powered vehicles by Zero Emission Electric Vehicles will result in lower GHG emissions in DACs, better air quality in DACs and improved public health in DACs. Reduced Maintenance Cost--The replacement of gasoline powered vehicles by Zero Emission Electric Vehicles will result in lower maintenance costs as the electric battery powered vehicles will save money on the fuel and oil costs of gasoline engines and also on engine maintenance and repairs that electric batteries will not require at all. Increased System Reliability--The new Zero Emission Electric Vehicles will be more reliable than the gasoline engine vehicles they are replacing in that electric battery engines are more reliable in starting up, have less engine breakdowns, and have much less failures of engine components and associated vehicle parts than gasoline engines.

Table 6: Project Schedule

Capital Projects	
Begin Construction Phase (Contract Award)	
End Construction Phase (Contract Acceptance)	
Begin Vehicle/Equipment Order (Contract Award)	10/1/2016
End Vehicle/Equipment Order (Contract Acceptance)	4/1/2017
Begin Closeout Phase	7/1/2018
End Closeout Phase	10/1/2018
Operations Projects	
Begin expanded/enhanced transit services	
End expanded/enhanced transit services	
Begin Closeout Phase	
End Closeout Phase	
START DATE FOR LCTOP FUNDED PHASES MAY NOT PROCEED PROJECT APPROVAL LETTER.	

Pre-construction costs (e.g design, environmental and right-a-way) are not eligible to be funded by LCTOP funds, they must be funded by other sources.

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (OPERATIONS DESCRIPTION)

Table 7: Operations Project Description

a) Describe the operating plan for this system.

N/A--This grant project is a Capital Project, not an Operations Project.

b) Describe the fare structure for this system.

N/A--This grant project is a Capital Project, not an Operations Project.

c) Describe the assumptions and process that were used to develop the ridership projections shown in the request.

N/A--This grant project is a Capital Project, not an Operations Project.

d) Describe the assumptions and process for how the operating cost projections were developed.

N/A--This grant project is a Capital Project, not an Operations Project.

Low Carbon Transit Operations Program TOTAL PROJECT COST AND FUNDING PLAN

The following Funding Plan has been reviewed and approved by the undersigned. It includes a complete list of funds for this project and is the total cost of the project, including LCTOP funds.

Gilbert Garza	Phone: (559) 263-8019	Date: 1/19/16
Approval Authority: Sign and date <div style="font-family: cursive; font-size: 1.2em; color: green;">Moses Stites</div> <div style="font-size: 1.2em; color: green;">1/29/16</div>	Typed name and phone number: Moses Stites, General Manager (559) 233-6789, ext 244	

Shaded fields are automatically calculated. Please do not fill these fields.

Proposed Total Project Cost								
Component	Prior	FY 15-16	FY	FY	FY	FY	FY	Project Total
PA&ED	0	0	0	0	0	0	0	0
PS&E	0	0	0	0	0	0	0	0
R/W	0	0	0	0	0	0	0	0
CON	0	0	0	0	0	0	0	0
Veh/Equip Purchase	0	232,834	0	0	0	0	0	232,834
Operations/Other	0	0	0	0	0	0	0	0
TOTAL	0	232,834	0	0	0	0	0	232,834

Low Carbon Transit Operations Program (LCTOP)								
Component	Prior	FY 15-16	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase		232,834						232,834
Operations/Other								0
TOTAL	0	232,834	0	0	0	0	0	232,834

Funding Source:								
Component	Prior	FY 15-16	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0	0	0	0	0	0	0	0

Funding Source:								
Component	Prior	FY 15-16	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0	0	0	0	0	0	0	0

Funding Source:								
Component	Prior	FY 15-16	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0	0	0	0	0	0	0	0

Low Carbon Transit Operations Program TOTAL PROJECT COST AND FUNDING PLAN

Funding Source:								
Component	Prior	FY 15-16	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0	0	0	0	0	0	0	0

Funding Source:								
Component	Prior	FY 15-16	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0	0	0	0	0	0	0	0

Funding Source:								
Component	Prior	FY 15-16	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0	0	0	0	0	0	0	0

Funding Source:								
Component	Prior	FY 15-16	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0	0	0	0	0	0	0	0

Funding Source:								
Component	Prior	FY 15-16	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0	0	0	0	0	0	0	0



California Air Resources Board (ARB)
Greenhouse Gas Emission Reduction Calculator for the
California Department of Transportation (Caltrans)
Low Carbon Transit Operations Program (LCTOP)
Greenhouse Gas Reduction Fund
Fiscal Year 2015-16

Inputs into columns highlighted in YELLOW with **RED** headers are required fields dependent on project type (see quantification methodology)
Must be filled out from left to right

Inputs Tab (Part 1 of 3)



California Air Resources Board (ARB)
Greenhouse Gas Emission Reduction Calculator for the
California Department of Transportation (Caltrans)
Low Carbon Transit Operations Program (LCTOP)
Greenhouse Gas Reduction Fund
Fiscal Year 2015-16

**Updated Emission factors on December 18, 2015.

The California Air Resources Board (ARB) is responsible for providing the quantification methodology to estimate greenhouse gas (GHG) emission reductions from projects receiving monies from the Greenhouse Gas Reduction Fund (GGRF).

This GHG emission reduction calculator accompanies the quantification methodology for the fiscal year (FY) 2015-16 GGRF Low Carbon Transit and Operations Program (LCTOP) available at: <http://www.arb.ca.gov/cc/capandtrade/auctionproceeds/finalctopqm.pdf>

Applicants must use this calculator to estimate the GHG reductions associated with the LCTOP projects. **Refer to the quantification methodology document for background, step by step detailed instructions and examples.** To use this calculator, follow these steps:

Step 1 Identify the LCTOP proposed project type(s): The applicant must select at least one eligible project type from Tables 1 or 2 and may select additional project types from Tables 3 or 4.

Step 2 Determine the inputs needed: The applicant will use Tables 5 and 6 to determine the required project details needed for input into this calculator tool for the applicable project type selected in Step 1.

Step 3 Estimate GHG emission reductions: The applicant will enter the project details identified in Step 2 into this calculator tool to calculate the GHG emission reductions of the proposed project.

Read Me Tab (this page):

Enter the Project Name, Project ID and the contact information for person who can answer project specific questions from staff reviewers on the quantification calculations. The Project ID is assigned by Caltrans. This file will be submitted with other documentation requirements. Please use the following file naming convention: "[Project ID]_[Project Name]" not to exceed 20 characters. For example, if the application ID is "1-1C_001," the project name is "Transit BRT," and the file is the input file, the file name may be "1-1C_001Transit BRT." Project names may be abbreviated.

Project Name:	Electric Transit Vehicles
Project ID:	
Contact Name:	Gilbert Garza
Contact Phone Number:	(559) 263-8019
Contact Email:	ggarza@fresnocog.org
Date Completed:	1/15/2016

Inputs Tab:

Headers in red indicate input needed by the project applicant. For each row, applicants must work from left to right and enter all relevant data. Some cells may not be applicable to the project. These cells will turn black and be locked based on inputs. Applicants should use as many rows as necessary to characterize all relevant features of the proposed project. Definitions are provided in the definitions tab, including how to determine Year 1, Year F, and adjustment factors. Inputs must be substantiated in the documentation provided to ARB; see Section C. Documentation of the quantification methodology.

Submit documentation: Save file for submittal. See Section C. Documentation of the quantification methodology for additional documentation requirements.

For more information on ARB's efforts to support implementation of GGRF investments, see: www.arb.ca.gov/auctionproceeds

Questions on this document should be forwarded to GGRFProgram@arb.ca.gov

Questions on the LCTOP program should be forwarded to LCTOPcomments@dot.ca.gov

Low Carbon Transit Operations Program (LCTOP)
AUTHORIZED AGENT

AS THE FCRTA Board Chair
(Chief Executive Officer / Director / President / Secretary)

OF THE Fresno County Rural Transit Agency
(Name of County/City Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. I understand that if there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

Moses Stites, General Manager FCRTA OR
(Name and Title of Authorized Agent)

(Name and Title of Authorized Agent) OR

(Name and Title of Authorized Agent)

Amarpreet Dhaliwal FCRTA Board Chair
(Print Name) (Title)


(Signature)

Approved this 28th day of January, 2016

Attachment: Board Resolution approving Authorized Agent

Low Carbon Transit Operations Program (LCTOP) CERTIFICATIONS AND ASSURANCES

Project Sponsor: Fresno County Rural Transit Agency (FCRTA)

Agency Name: FCRTA

Effective Date of this Document: 1/28/16

The California Department of Transportation (Department) has adopted the following certifications and assurances for the Low Carbon Transit Operations Program. As a condition of the receipt of LCTOP funds, project lead must comply with these terms and conditions.

A. General

- (1) The project lead agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
- (2) The project lead must submit to the Department a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

- (1) The project lead certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The project lead assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
- (2) The project lead certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
- (3) The project lead certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.
- (4) The project lead certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
- (5) The project lead certifies that they will notify the Department of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
- (6) The project lead must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
- (7) Any interest the project lead earns on LCTOP funds must be used only on approved LCTOP projects.
- (8) The project lead must notify the Department of any changes to the approved project with a Corrective Action Plan (CAP).
- (9) Under extraordinary circumstances, a project lead may terminate a project prior to completion. In the event the project lead terminates a project prior to completion, the project lead must (1) contact the Department in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to

verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

- (10) Funds must be encumbered and liquidated within the time allowed.

C. Reporting

- (1) The project lead must submit the following LCTOP reports:
 - a. Semi-Annual Progress Reports by May 15th and November 15th each year.
 - b. A Final Report within six months of project completion.
 - c. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to the Department within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.
- (2) Other Reporting Requirements: ARB is developing funding guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with ARB's funding guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

D. Cost Principles

- (1) The project lead agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (2) The project lead agrees, and will assure that its contractors and subcontractors will be obligated to agree, that:
 - a. Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allow ability of individual project cost items and
 - b. Those parties shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (3) Any project cost for which the project lead has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 49 CFR, Part 18, are subject to repayment by the project lead to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs submit to repayment by the project lead to the State. Should the project lead fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the project lead from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

E. Record Retention

- (1) The project lead agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the project lead, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), and enable the determination of incurred costs at interim points of completion. All accounting records and other supporting papers of the project lead, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years after the "Project Closeout" report or final Phase 2 report is submitted (per ARB Funding Guidelines, Vol. 3, page 3.A-16), and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the project lead, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the project lead pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the project lead's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
- (2) For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the project lead's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the project lead shall furnish copies thereof if requested.
- (3) The project lead, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

The Department may perform an audit and/or request detailed project information of the project sponsor's LCTOP funded projects at the Department's discretion at any time prior to the completion of the LCTOP.

I certify all of these conditions will be met.

BY:



Moses Stites, General Manager
Fresno County Rural Transit Agency

RESOLUTION # 2016-02

**AUTHORIZATION FOR THE EXECUTION OF THE
THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) PROJECT:
ACQUISITION OF 4 ELECTRIC VANS--\$232,834**

WHEREAS, the FCRTA is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the FCRTA wishes to implement the LCTOP project(s) listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the FCRTA that the fund recipient agrees to comply with all conditions and requirements set forth in the applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the FCRTA that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2015-16 LCTOP funds:

Project Name; Acquisition of 4 Electric Vans

Amount of LCTOP funds requested: \$232,834.00

Short description of project: Acquisition of 4 Zenith Electric Vans for operation in FCRTA service areas.

Contributing Sponsors (if applicable): None

AGENCY BOARD DESIGNEE: MOSES STITES, GENERAL MANAGER

BY: 
Amarpreet Dhaliwal, FCRTA Board Chair

Date: January 28, 2016



January 28, 2016

Jila Priebe, Office Chief
Low Carbon Transit Operations Program
1120 N Street, MS 39
Sacramento, CA 95814

RE: Support for the Fresno County Rural Transit Low Carbon Transit Operations Program (LCTOP) Grant Project

To Ms. Pribe

The San Joaquin Valley Air Pollution Control District (District) supports the Fresno County Rural Transit Agency's (FCRTA) proposal in response to the CA Department of Transportation's Low Carbon Transit Operations Program (LCTOP) for its grant application to secure funds to purchase four new Zero Emission Electric Vehicles that will further reduce greenhouse gas emissions in disadvantaged communities.

The challenges faced by the San Joaquin Valley with respect to air quality are unmatched by any other region in the state of California. The Valley's topography, climate, geography, and the presence of two major transportation corridors connecting Northern and Southern California all contribute to the region's air quality problem. Mobile sources are the leading contributors of air pollution in the Valley and to help meet attainment of federal air quality standards, the District has focused significant resources towards the advancement and deployment of clean vehicle technologies such as plug-in EVs and charging infrastructure in the Valley.

If awarded, FCRTA is planning on using grant funds to purchase and replace older transit buses to increase mobility and target GHG emissions in these disadvantaged communities that align with the goals of the LCTOP program. Another benefit if awarded includes the ability to showcase the success of electric transit buses not only in rural communities but in the entire region to further promote this technology.

The FCRTA's efforts align with the policies established by SB 535, and the District believes that targeting state resources to disadvantaged communities that are identified through the use of the CalEnviroScreen model is a critical step in addressing the air quality and economic challenges in the San Joaquin Valley. Furthermore, with over 80% of the Valley's emissions coming from mobile sources, the District is committed to the aggressive development and deployment of advanced technology vehicles and strategies in the San Joaquin Valley, as these technologies are essential in enabling the Valley to meet attainment of Federal and State air quality standards and improve public health for all its residents. FCRTA including the District are focused in finding new ways to reduce emissions to protect the health of our valley.

Sayed Sadredin

Executive Director/Air Pollution Control Officer

Northern Region
4800 Enterprise Way
Modesto, CA 95356-8718
Tel: (209) 557-6400 FAX: (209) 557-6475

Central Region (Main Office)
1990 E. Gettysburg Avenue
Fresno, CA 93726-0244
Tel: (559) 230-6000 FAX: (559) 230-6061

Southern Region
34946 Flyover Court
Bakersfield, CA 93308-9725
Tel: 661-392-5500 FAX: 661-392-5585

California Department of Transportation
Letter of Support for the Fresno County Rural Transit Low Carbon Transit Operations Program (LCTOP)
Grant Project.
January 28, 2016
Page 2 of 2

Given the potential benefits from this proposal, the District is supportive of FCRTA's efforts to phase out four of their buses and replace them with zero emissions buses to further reduce GHG emissions and assist disadvantaged communities in the San Joaquin Valley. Should you have any questions, please do not hesitate to contact me at (559) 230-6000.

Sincerely,



Seyed Sadredin
Executive Director/APCO